



Location: 1130 N Eglin Pkwy, Shalimar, FL 32579

Date: 8.23.2024

Time: 8:00 a.m.

Board Approved: 11.15.24

Coalition Board Meeting Minutes

Board Members Present:

Beth Brant, Private Sector - Gubernatorial Appointee, Poly, Inc.-Chair
Don Edwards, Private Sector - Renasant Bank, Vice-Chair
Ray Sansom, Private Sector - Radar Group, Treasurer (Via Zoom)
Amanda Grandy, Private Sector – Gubernatorial Appointee
Dr. Sandy Arteaga, Northwest Florida State College President’s Appointee (Via Zoom)
Amanda Colwell, Okaloosa County Health Department Assistant Director (Via Zoom)
Shawn Nickel, NWF Health Network
Caroline Durkee, Walton County Commissioner’s Appointee
Kathy Curry, Representative of faith-based childcare providers - Director
Kim Gillis, Walton County Head Start Director (Via Zoom)
Bambi Sealy, DCF District Administrator Appointee
Lindsay Roberts, Private Sector - Osprey Title
Amy Bowles, Principal of Southside Primary School
Ardelle Bush, Private Sector - Healthy Start
Gretta Barrett, Private Sector - Realty ONE Group Emerald Coast
Victoria Ebert, Private Sector - RC Hospitality
Julie Webb, Private Sector - Advanced Sacred Hope Academy (ASHA)
Jeff Brown, Private Sector - Bridging Analytics, LLC
Regina Samy, Private Sector - McNeill Hotel Company
Kim Cox, Private Sector -United Fidelity Bank

Board Members Absent:

Kristen Murdy, Representative of private for-profit childcare providers - Director of Operations
Melissa Sidoti, DCF Services Regional Administrator Delegate
Michele Burns, CareerSource Okaloosa Walton
Sarah Davis, Private Sector - Gubernatorial Appointee
Shea Boykin, Private Sector - Okaloosa County Teachers Federal Credit Union, Secretary
Amanda Negrón, Private Sector - HSU Foundation
Carrie Brewer, Private Sector - Tidwell Development

Coalition Staff Present :

Dana Hodges, CEO
Sondra Moffit, CFO
Deanna Hernandez, Executive Administrator
Lori Monson, Compliance Manager
Sharon Pierce, Eligibility Manager
Tawanda Brown, Education Manager

Public Present :

Kimberly Shoemake

Quorum:

- Quorum established 8:05 a.m.



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- I. Call to order – Beth Brant, Chair
Beth Brant called the meeting to order at 8:10 a.m.

- II. Agenda

- a. Motion to Approve the agenda.

Motion Result: Approved agenda with a modification - Unanimous.

Motion - Don Edwards

Second - Shawn Nickel

- b. Minutes Coalition Board Meeting, April 26, 2024
- c. Minutes Program Committee Meeting, May 31, 2024
- d. Minutes Program Committee Meeting, July 30, 2024

Motion Result: Approved All Meeting Minutes as presented -Unanimous.

Motion - Don Edwards

Second - Kathy Curry

- e. Summary of Executed Contracts
Sondra states that the first portion of the report shows the Notice of Award and our Match funders. She then provides an update on the new contracts.
- f. Status of Agency & Monitoring
Sondra gives a brief update on the upcoming audits and monitorings stating that there is only one scheduled for November and we are waiting for the final report of the last Accountability Monitoring.

- III. Treasurer's Report

- a. Quarterly Financial Report*

- i. Financial Dashboard

Sondra states that we hit all of our targets for the fiscal year.

- ii. Statement of Activities

Sondra points out that this is a draft and will change slightly as we receive the final invoices for the end of the fiscal year.

- iii. Statement of Financial Position

Sondra says that this report is similar to a balance sheet which shows our Operating costs, fixed assets, and prepaid amounts as well as the liabilities which shows the accounts payables.

- b. Local SR Match Report

Dana explains to the Board what Match is and how it helps the asset limited income constrained employed or A.L.I.C.E population. Sondra states that we used all but \$5,939 which we are able to roll over to the next fiscal year.



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c. RFP Update

Sondra informs the Board that our IT contract will be ending in the next few months, and we will be executing an RFP to procure the services.

Motion Result: Approved Treasurer's Report as presented - Unanimous.

Motion - Kim Cox

Second - Julie Webb

IV. New Business

a. I.A. Board Membership*

Dana explains that this report has to be approved by the Board before we can submit it to the State.

Motion Result: Approved the I.A. Board Membership as presented -Unanimous.

Motion - Don Edwards

Second - Lindsay Roberts

b. CEO Evaluation

Beth explains that this is the evaluation from the State and gives a brief description of the hurdles that the Coalition has surpassed and the evolution of the team since the current CEO took over leadership. Dana expresses her gratitude for the support of the Board and the hard work and dedication of her entire team.

V. Old Business

a. Grant Updates

Dana announces that we have wrapped up ARPA and talks about some of the ways we utilized the funding by presenting an impact report.

b. Childcare Needs Assessment

Jeff Brown presents a summary report of the childcare needs assessment that was conducted in Okaloosa and Walton counties.

VI. Department Updates

a. Eligibility

Sharon discusses the need to increase enrollments and reach the families that did not utilize our program last year. She talks about the many partnered events her team has taken part in to help spread awareness of our services and to encourage parents to apply for services while they are attending the event.

b. Compliance

Lori states that there are 2 pending provider contracts, and we have a total of 72 School Readiness and 72 VPK contracted providers. She goes on to say she requested input from the Program Committee on ways to recruit more providers to contract for School Readiness and VPK. She tells the Board that in order to increase enrollments, we must have more contracted providers so that we have places for the children to go. She also gives a brief overview of the non-compliances and some of the trending issues.



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c. Education

Tawanda talks about some of the trainings her team conducted and some of the events we hosted as well as some we participated in.

VII. CEO Updates

a. Team Updates

Dana provides updates on our team and discusses some of the internal transfers and new team members.

b. Event Updates

Dana talks a little about working with The Children's Movement and the Florida Chamber to host a childcare roundtable. She also talks about attending the Department of Education's State meeting which was held in the Okaloosa School district where they discussed the newly approved VPK designations and SR Plus program.

Kavina presents a slideshow outlining some of the events of the 2023-24 fiscal year. She also passes out an event calendar for all the upcoming events of the 2024-24 fiscal year.

VIII. Action Items

a. Increase SR & VPK Enrollments

b. Early Educator Workforce

c. Leverage Community Partners

Dana announces that Beth Brant's term as Board chair has officially come to a close and introduces Amanda Grandy, who has been appointed to the Board of Directors as the new Board Chairperson. Amanda requests a motion to approve Beth Brant's Board Member application as a private sector member. Beth is presented with a plaque to honor her 10+ years of service as Board Chairperson. Beth gives a parting speech thanking everyone for their support. She states that this is the perfect time to leave since the team is filled with happy people and is in capable hands.

Beth turns the meeting over to Amanda. Amanda gives a brief introduction of herself.

Motion Result: Approved Beth Brants' Board Membership Application as presented -Unanimous.

Motion - Kim Cox

Second - Shawn Nickel

IX. Public Comment

None

X. Adjournment

Amanda adjourned the meeting at 10:05 a.m.

Respectfully Submitted,
Deanna Hernandez
Executive Administrator